



Republic of the Philippines
Department of Education
CARAGA REGION



OCT 07 2025

REGIONAL MEMORANDUM
FTAD – 2025 – 1054

To: Schools Division Superintendents) Division of Butuan City
All Others Concerned) Division of Bayugan City

**SCHOOL VISIT AND PROVISION OF TECHNICAL ASSISTANCE ON THE
IMPLEMENTATION OF SCHOOL-BASED MANAGEMENT (SBM)**

1. This office hereby informs the field of the schedule for school visits and technical assistance on the implementation of School-Based Management (SBM).
2. Schedule of Visits:
 - a. Division of Butuan City: October 6-7, 2025
 - b. Division of Bayugan City: October 8-9, 2025
3. The visit will focus on the following key areas:
 - a. Implementation of SBM based on D.O. 7, s. 2024.
 - b. Implementation of SGC and SPTA officers in compliance with D.O. No. 26, s. 2022 and D.O. 13, s. 2022.
 - c. Implementation of SIP, in compliance with D.O. 44, s. 2015.
 - d. Implementation and liquidation of school MOOE of FY 2025
4. To ensure a smooth process, the Schools Division Offices (SDOs), through the Division SBM Coordinators, shall select up to four schools per day to be visited, taking into account the geographical location and accessibility.
5. Travel expenses and per diem of Regional Office personnel shall be charged to local funds, subject to the government accounting and auditing rules and regulations.
6. For clarification and questions, please contact Alejandro P. Macadatar, Chief, FTAD, at 09066994033 (TM) or via email at ftad_caraga@deped.gov.ph.

MARIA INES C. ASUNCION

Director IV
Regional Director

Encl.: None

Reference: None

To be indicated in the Perpetual Index
under the following subjects:

SCHOOLS VISIT

FTAD/lala
10/1/2025



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